

STATE-54

System name : Records of the Office of the Assistant Legal Adviser for International Claims and Investment Disputes.

Security classification:
Classified.

System location :

Department of State, 2201 C Street, NW, Washington, DC 20520 and 2100 K Street, NW, Washington, DC 20037.

Categories of individuals covered by the system:

U.S. nationals or residents, including businesses, with claims against foreign governments. Foreign nationals with claims against the United States. Claims of U.S. citizens pursuant to 22 U.S.C. 1971, et seq. ("Fisherman's Protective Act"); 22 U.S.C. 2669(f) ("The Act of August 1956"); 28 U.S.C. 1346, 2671-80 ("The Federal Tort Claim Act"); 50 U.S.C. 1701 note.

Categories of records in the system:

Information relating to claims described above, including the names and addresses of parties to the claims, the category and nature of the claims, their procedural history, correspondence, memoranda, and data which will enable U.S. Government attorneys to identify and process common legal issues in the claims.

Authority for maintenance of the system:

22 U.S.C. sec. 1971, et seq. ("Fisherman's Protective Act"); 22 U.S.C. 2669(f) ("The Act of August 1956"); 28 U.S.C. 1346, 2671-80 ("The Federal Tort Claim Act"); 50 U.S.C. 1701 note; 5 U.S.C. 301.

Routine uses of records maintained in the system, including categories of users and purposes of such uses:

The Office of the Assistant Secretary for International Claims and Investment Disputes in the Office of the Legal Adviser will use this record system to organize information concerning the claims described above and to facilitate processing such claims. Certain information may also be made available to other government agencies involved in the processing of the claim, principally the Departments of Justice, Treasury, Commerce, Defense and the Office of the United States Trade Representative, as well as relevant international tribunals and foreign governments. The information may also be released to other government agencies having statutory or other lawful authority to maintain such information. Also see "Routine Uses" paragraph of the Prefatory Statement published

in the Federal Register (42 FR 49699, September 27, 1977).

Policies and practices for storing, retrieving, accessing, retaining, and disposing of records in the system:

Storage:

Electronic media; hard copy.

Retrievability:

By claim number or individual claimant name; by nature or category of claim; by other descriptive features of the claim such as the country involved or applicable statute.

Safeguards :

All employees of the Department of State have undergone a thorough background security investigation. Access to the Department of State and its annexes is controlled by security guards, and admission is limited to those individuals possessing a valid identification card and individuals under proper escort. All records containing personal information are maintained in secure file cabinets or in restricted areas, access to which is limited to authorized personnel. Access to computerized files is password-protected and under the direct supervision of the system manager. The system manager has the capability of printing audit trails of access from the computer media, thereby permitting regular ad hoc monitoring of computer usage.

Retention and disposal:

These records will be maintained until they become inactive, at which time they will be retired or destroyed according to published record schedules of the Department of State and as approved by the National Archives and Records Administration. More specified information may be obtained by writing to the Director, Office of Freedom of Information, Privacy, and Classification Review, room 1239, Department of State, 2201 C Street, NW, Washington, DC 20520-1239.

System manager(s) and address:

Assistant Legal Adviser for International Claims and Investment Disputes, Office of the Legal Adviser, room 402, SA -9, Department of State, 2100 K Street, NW, Washington, DC 20037.

Notification procedure:

Individuals who have reason to believe the Office of the Assistant Legal Adviser for International Claims and Investment Disputes might have records pertaining to them should write to the Director, Office of Freedom of Information, Privacy and Classification Review, room 1239, Department of State, 2201 C Street, NW, Washington, DC 20520-1239. The

individual must specify that he/she wishes the records of the Office of the Assistant Legal Adviser for International Claims and Investment Disputes to be checked. At a minimum, the individual must include: Name, date and place of birth; current mailing address and zip code; and signature.

Record access procedures:

Individuals who wish to gain access to or amend records pertaining to themselves should write to the Director, Office of Freedom of Information, Privacy and Classification Review (address above).

Record source categories:

These records contain information obtained directly from the individual who is the subject of these records or his/her legal representative, the U.S.-Iran Claims Tribunal, the United Nations Compensation Commission, other international tribunals, and the Office of the Legal Adviser.

Systems exempted from certain provisions of the act:

Portions of certain documents contained within this system of records are exempted from 5 U.S.C. 552a (c)(3), (d), (e)(1), (e)(4)(G), (H) and (I) and (f). See 22 CFR 171.32.